



Late Dattatraya Pusadkar Shikshan Sanstha, Amravati's
Late Dattatraya Pusadkar Arts College
Nandgaon Peth, Tq. Dist. Amravati

Affiliated to Sant Gadge Baba Amravati University, Amravati
College Code : 164

AISHE Code : 43214

Website : <https://dpacnandgaon.org/>

E-mail : Ldpam164@sgbau.ac.in

Documents

Criterion – VI : Governance, Leadership and Management

6.2.1: The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

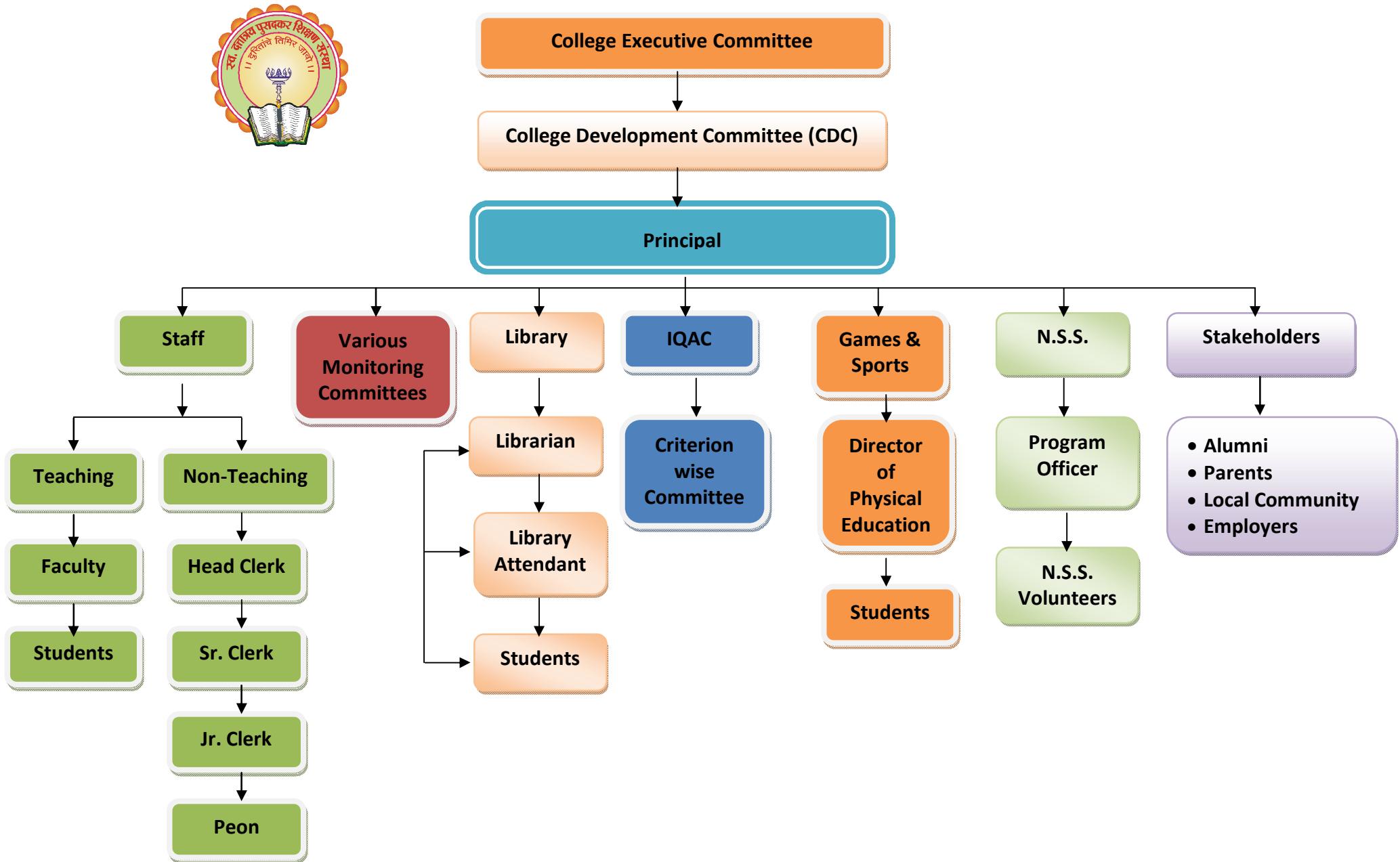
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Late Dattatraya Pusadkar Arts College,

Nandgaon Peth Tq. Dist. Amravati





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Affiliated to Sant Gadge Baba Amravati University, Amravati, Maharashtra, India

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Nandgaon Peth, Tq. Dist. Amravati.

Perspective Plan

For
Academic Year 2015-2016
to
Academic Year 2024-2025

Introduction

The College has prepared a Perspective Plan for the period of ten years commencing from academic year 2015-2016 to academic year 2024-2025 by taking into consideration the quality indicators of seven criterions determined by NAAC.

In the preparation of the Perspective Plan, the Internal Quality Assurance Cell (IQAC) of the college has taken initiatives. Inputs from all stakeholders, their expectations, management policies and goals and objectives of the college are considered as a base for formulation of the perspective plan.

The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality measures. Feedback from all the stakeholders and the recommendations of the IQAC are taken into consideration and innovations are incorporated in perspective plan. Student feedback mechanism, self appraisal by teachers, introduction of teachers training programmes, faculty improvement programmes, establishment of staff academy, encouragement to teachers for research are some of the measures taken for at priority quality sustenance and enhancement as a strategy.

The draft of Perspective Plan has been discussed, reviewed and approved in the College Development Committee (CDC) of the college and Executive Committee of Late Dattatraya Pusadkar Shaikshan Sanstha, Amravati. It is our sincere efforts to prepare the framework for our collective efforts directed towards the attainment of our goals and objectives and keep our self ahead the contemporaries.

Vision

To educate, groom and inspire the rural youths to be the nationalist citizens who would strive to be equipped with highest ethical, ideological, philosophical and intellectual honesty and integrity in their private, public and professional endeavours.

Mission

To strive to produce self reliant, promising and motivated citizens from rural area committed to contribute their worth in the endeavours of healthy Nation-Building by ensuring the sustenance and enhancement of quality culture of education in the institution.

Objectives

- To work for the welfare of the common people.
- To prevent atrocities against the ordinary people.
- To promote social, educational and cultural activities for the development of the society.
- To create awareness among the people about superstitious beliefs.
- To conduct Youth Leadership Training Camps, Health Education Programmes, Learning Camps, Literary Meets and various other time relevant socio-cultural competitions.
- To work for the empowerment of women.
- To provide educational facilities for differently abled children.
- To conduct adult education programmes.
- To provide environmental awareness programmes.
- To provide training and industrial programmes for the youth.

Curricular Aspects

- **Appointment of Qualified Teachers**

The college will appoint well qualified and experienced teachers. The teachers will go through the rigorous interview (technical, personal, etc.) and demo lectures before the appointment and faculty development programmes, subsequently.

- **Conduct of Academic Audit**

The college will conduct academic audit of the college about the performance in academic, curricular, co-curricular, extra-curricular, research and extension, augmentation of academic infrastructure, student progression and innovative practices by inviting peer team of expert educationalists and action will be initiated on their recommendations.

- **Strengthening of Existing Programmes**

- **Quantitative Strengthening of Existing Programmes**

- ◆ **Introduction of Additional Divisions**

Taking into account the students' demand and need of career oriented programmes, we will strengthen the following programmes by introducing the additional (second) divisions-

- **Undergraduate Degree Programmes**
- B.A. (Bachelor of Arts)

Compulsory Subjects

1) English,

2) Marathi

Any Three from the following optional subjects :

- 1) History
- 2) Sociology
- 3) Political Science
- 4) Marathi Literature
- 5) Home Economics (Only for Girls)

♦ Introduction of New Programmes

The institute will introduce following new programmes-

- **Undergraduate Degree Programmes**
B.Com. (Bachelor of Commerce)

- **Postgraduate Degree Programmes**
M.A. (History)
M.A. (Marathi)
M.A. (Sociology)

- **Research Degree Programmes**
Ph.D. in History
Ph.D. in Marathi
Ph.D. in Sociology
Ph.D. in Home Economics

- **Other Programmes**

Diploma in Fashion Designing

H.S.C. (Higher Secondary Certificate Course)
(Jr. College, Science Stream)

Short Term Course by NSDC

- ◆ **Augmentation of Academic Infrastructure**

In commensurate with quantitative expansion of programmes, we will augment our academic and physical infrastructure such as Central Library, classrooms, laboratories, Computer Center, Health Center, offices for N.S.S. etc.

- **Qualitative Strengthening of Existing Programmes**

- ◆ **Use of ICT in Teaching Learning System**

We will increase the use of innovative teaching and learning resources like OHPs, LCDs, power point presentations, models, internet connections, smart classrooms, etc.

- ◆ **Seminars and Workshops**

- **Organizations of Seminars and Workshops**

Academicians, industrialists, subject experts from other institutions and universities will be invited as resource persons and will make an effort to get acquainted with the emerging techniques and trends of the industries and subject matters.

- **Deputation to Seminars and Workshops**

College will depute the faculty to participate in seminars and workshops based on curricula.

- **Development of Linkages**

With a view to execute curricula, we will develop the linkages with academic institutions and industries.

- **Curriculum Design and Development**

- **Active Participation in Curriculum Design and Development at University Level**

Our faculty will participate in curriculum design and development of courses / programmes, in Board of Studies of respective subjects.

- **Active Participation in Curriculum Design and Development at College Level**

Faculty will be actively participated in curriculum designing and development of affiliated and autonomous certificate, diploma, bridge and remedial programmes.

□ Effective Communication of Curriculum Design and Development to Faculty

The College will effectively communicate the curriculum design and development to faculty through organization of seminars and workshops and will depute them for participation in seminars and workshops.

□ Sensitization of Curriculum

Our faculty will sensitize, course design and development, to learners systematically and objectively.

• Academic Flexibility

- We will accept competence enhancing curricular strategies by starting multifaceted, comprehensive, well designed curriculum which promotes excellence, value addition and contextual relevance by providing utility, access, relevance, service and preservation and promotion of heritage.
- We will have additional range of programme options, course options, course combinations, number of applied component groups, certificate and diploma programmes, bridge and remedial programmes.
- Thus, college will offer maximum possible flexibility with UG, PG and research programmes, core options, elective options, postgraduate diplomas, UG diplomas, certificate, and bridge programmes.

• Feedback on Curriculum

We will have mechanism to obtain the feedback on curriculum, its scientific, systematic analysis and interpretation and we will enhance this for effective communication to concerned authorities for revision and restructuring of curriculum. The feedback will also collected from Students, Teachers, Employee, Alumni, Parents, etc.

• Curriculum Update

The college will actively participate in curriculum update process at University level, by representing on different academic authorities. Faculty will also involve in curriculum updating at college level. We will evolve an effective system of communication of curriculum update and aspects of its execution to the concerned

stake holders.

Teaching-Learning Process

- Innovations to be Introduced in Admission Process and Student Profile**

- Transparent Admission Process**

We will strengthen well defined, transparent admission process based on merit coupled with reservation policy and will continue the same process in future.

- Monitoring of Teaching-learning Process**

We will establish and monitor the academic and administrative process having a chain of command from students-teacher-head of the department-faculty in-charge-Principal and vice versa which will facilitate two-way effective communications.

- Dual Programme System**

We have traditional programmes such as B.A. where basic knowledge along with desired level of skills are inculcated mainly with in-house faculty. These programmes will be strengthened by introducing different complimentary systems such as certificate, diploma and bridge programmes facilitate the focused study.

- Recording of Attendance**

Attendance of student for each lecture shall be maintained and reported to the designated committee. The students having more than 60% absentee shall be identified and their attendance report shall be communicated to the parents and necessary action shall be taken against them according to rules.

- Recognition of Merits**

Academic performance of students shall be recognized by organizing the felicitation ceremony. This will result in strengthening of healthy and positive environment essential for effective teaching-learning process.

- **Catering to Diverse Needs**
 - **Supporting Academic Programmes and Policies Proportionate to Needs of Students**

The college will conduct bridge and remedial courses for educationally disadvantaged students. The college will support the advanced learners and concentrate on enhancing aspects like knowledge, attitude and skill.

- **Encouragement to Students**

Students will be encouraged to participate in co-curricular and extra-curricular activities. Interactions with students at various levels will help to assess students' knowledge and skill.

- **Guest Lecture Series**

Elaborative lectures of guest faculty will be organized to broaden the knowledge horizon of learners.

- **Conduct of Revision and Interactive Sessions**

At the end of the term or the semester, revisions and interactive sessions will be conducted to create confidence among students to prepare for examination.

- **Parent Meetings**

Meetings of the parents will be conducted regularly, where; we will discuss the attendance and performance of the students with the parents and will appeal them to participate in improving the academic performance of their wards.

- **Invitation of Parents' Views**

Valuable suggestions of parents will be invited in curriculum, teaching-learning and activities of the college and will be taken into account for improvements in the concerned to college policies.

- **Access for Information**

College will continue to provide easy access to daily newspapers, journals, periodicals and internet in the Library and reading halls which will strengthen the

reading habit of students and teachers and lead to enhance their knowledge. We will subscribe additional journals, periodicals for enriching the reading resources.

- **Strengthening of Innovations and Discipline in Teaching-Learning Process**

- **Academic Calendar**

The academic, co-curricular and extra-curricular activities for the academic year will be planned in academic calendar prior to the beginning of every academic year.

- **Academic Diary**

- ◆ Academic Diary shall be provided to each faculty containing planning of the workload, time-table, lectures available and synopsis of every lecture / practical. It will also include certification of completion of syllabus at the end of term / semester and academic year.
 - ◆ The academic work including lectures, practicals, tutorials, etc. shall be allocated as per the norms and discussion in departmental meetings.
 - ◆ Academic Diary shall be checked by the Principal, periodically.

- **Allocation of Academic Work**

Academic and co-curricular and other related work will be allocated among the staff by constituting different committees and associations.

- **Student Centric Teaching**

The college will strengthen the student centric teaching system, where academic as well as other activities will be focused for overall development of students.

- **Extensive Use of ICT in Teaching**

The faculty will be promoted to use various teaching techniques and aids. Special efforts will be made to improve the learning and communication skill of learners.

- **Motivation for Research**

- ◆ The teachers and students will be motivated to undertake research activities such as preparation of projects, publication of research papers in reputed journals and participate and present the research papers in seminars / workshops / conferences.
 - ◆ Students and teachers will also be encouraged to go for research degrees like,

M. Phil., Ph.D. and Post-Doctoral Programmes. Computers with internet facility will be made available for research students and staff members for the completion of their projects and research work.

□ Students' Friendly Environment

As a policy, creation of students' friendly environment within campus will be the priority for benefit of the students particularly those having rural background to develop their confidence level.

• Strengthening of Innovations in Teachers' Quality

□ Appointment of Qualified Teachers

The college will make continuous efforts to appoint qualified teachers as per UGC norms and if such candidates are not available teachers will be appointed on temporary basis in order to avoid the academic loss of students.

□ Seminars / Workshops / Faculty Development Programmes

◆ Organization of Seminars / Workshops / Faculty Development Programmes

The college will continue the efforts in organizing seminars / workshops / faculty development programmes collaborating with UGC, NGOs, GOs, ICHR, CSIR etc. for improvement of quality of faculty.

◆ Deputation to Seminars / Workshops / Faculty Development Programmes

The college will continue the policy to depute faculty for seminars / workshops / faculty development programmes organized by other institutions at different levels.

□ Evaluation of Teachers by Students

◆ The college will strengthen the system of evaluation of teachers by students by filling in the questionnaire in feedback, which enables teachers to develop a sense of accountability, confidence, readiness to receive criticism, develop openness, sense of introspection and accept the situations to improve their performance in teaching. Review of feedback of students' evaluation of teachers will be considered and suggestions will be given to the teachers for their improvement.

- ◆ The teacher-evaluation system will benefit to students for development of listening and observation skills, analytical ability, understanding the aspects of teaching and learning, social responsibility, critical approach, consciousness about the process of teaching and learning, development of confidence and self-esteem.
- ◆ The informal feedback from students will also be taken about teaching-learning system of the college.

□ Self-Appraisal of Teachers

We will strengthen the self-appraisal system of teachers, which will enable them to realize their academic standard and engage them in various activities to excel in their academic performance.

□ Periodical Meetings

Meetings of faculty will be conducted quarterly for taking feedback about teaching and evaluation and checking its adherence to the lecture plan.

□ Suggestion Box

We have the suggestion boxes, where students deposit their suggestions. These suggestions will be scrutinized, periodically, and taken into account for further improvement.

□ Monitoring Mechanism for Attendance

Separate registers are kept in the Principal's Office and biometric system in Administrative Office to record the attendance of teachers, which will develop a sense of regularity and punctuality.

□ Democratic and Participative Working

We will strengthen democratic and participative working system which facilitates to take the right decisions for effective implementation of teaching-learning process.

□ Recognition of Achievements

The college will continue the policy of felicitating and rewarding the faculty on their achievements in academics, social as well as personal life.

□ **Staff Academy**

The Staff Academy of our college will organize various lectures on different issues and relevant topics by eminent personalities and staff.

□ **Introduction of Innovations in Evaluation Process**

The college will continue to strengthen the evaluation process, where student's academic performance will be evaluated continuously by conducting tests, assignments, presentations, projects, viva- voce, term / semester examinations, etc.

- ◆ Discipline Committee of the college will monitor students' movements and behavior to maintain conducive environment within the campus.
- ◆ Examination results will be analyzed subject-wise in the meetings and discussions shall be made for future improvement.
- ◆ The college will strengthen evolve the system of categorization of students on the basis of their performance and related aspects into slow, medium and advanced learners.
- ◆ Students with poor performance in terminal / preliminary examinations will be counselled and special lectures will be arranged to bring them in main stream.
- ◆ Meetings of Students' Council and Students' Welfare Committee will be conducted regularly to discuss the innovation in teaching-learning and evaluation system and planning of cultural, sports and other activities in decentralized manner.

Research, Consultancy and Extension

As our college has a single stream, we have a planning of promotive policy to inculcate research element amongst learners and faculty by evolving micro level supporting, incentive based systems.

• **Research**

- The college will conduct regular meetings of the Research Committee to identify the research potential, to promote the research and to prepare the research proposals.
- The college will make continuous efforts to obtain research grants from funding agencies such as UGC, ICSSR, DBT, DST, University etc.

- We will continue to organize the workshops / seminars / training programmes for preparation of proposals for minor and major research projects.
- Academic infrastructure such as instruments, laboratories, ICT facility, Library, INFLIBNET and other requirements, as per needs for carrying out research activity will be provided.
- We will continue to make an effort to promote research association with universities, industries and institutes.
- Exposure of students to various research areas where they will be guided to handle research projects independently.
- We will continue to appreciate and to recognize the teachers on successful completion of research projects, research degree programmes and research publications.
- We will continue to appreciate and to recognize the students who achieve meritorious places at District, University, State and National level research competitions/research activities.
- We will continue to depute the teachers for research seminars / workshops and training.
- We will make an effort to commence Ph.D. degree programmes at our college by establishing Research Centre in different departments.
- College will promote faculty to submit proposal for research grants from UGC, DBT, DST, University etc.
- The college will offer concessions in fees to staff who register for research degrees at college Research Centre.

- **Consultancy**

- The college will organize of expert lectures to promote consultancy aspect.
- The college will share the fund realized from consultancy with faculty.
- We will continue to appreciate and to recognize the faculty who provide consultancy services.

- **Extension**

- We will strengthen our NSS units.
- Library facility will continue to be extended to alumni as well as needy students of the nearby areas.

- Sports facilities will be extended to NGOs and other associations.
- Health Center will be made available to the people of nearby vicinity.
- Physical training to the alumni and candidates appearing for police examinations will be made available by the department of physical education.
- Variety of outreach programmes will be organized by different departments.
- Blood Donation Camps will be organized.
- Play ground will be made available to the sports and training activities of NGOs, GOs, associations, other neighboring institutions and organizations, etc.
- Training programmes will be organized on communication skills to the teachers of primary schools through Department of English.
- Programmes shall be organized for awareness programmes on health and hygiene, environment, cleanliness campaign, construction of vanarai dam, energy and environmental conservation campaign and tree plantation, at the adopted village by NSS.
- Computer literacy programmes for teaching and non-teaching staff will be organized with the help of department of Computer Center.
- Career fair will be organized with the help of Centre of Career Guidance, Placement and Counseling every year.

Infrastructure and Learning Resources

- **Perspective Plan as regards to Infrastructure and Learning Resources will be based on following strategic policies-**
 - Continuous improvement of infrastructure and learning resources.
 - Development of additional infrastructure and learning resources.
 - Availability of adequate average area of infrastructure per student.
 - Optimum utilization of available infrastructure and learning resources.
 - Maintenance of infrastructure and learning resources.
 - Continuous efforts to obtain grants for infrastructure development.
- **More specifically, practices of institution in respect to provision of infrastructure and Learning Resources will be as follows-**
 - Adequate number of spacious and ventilated class rooms.
 - Adequate number of spacious well equipped laboratories.

- Specious and fully computerized Central Library with ever increasing holdings and user friendly and comprehensive Library services.
- Seminar hall with audio visual facilities.
- Good quality furniture
- Departmental faculty rooms with departmental libraries, computers and internet facilities.
- Drinking water facilities with coolers and water purifiers.
- Adequate number of toilet blocks for girl and boy students and staff.
- Well furnished Seminar Hall.
- Well furnished and fully computerized Administrative Office.
- Boys and Girls Common Rooms.
- Playground with all possible outdoor sports facilities.
- Well equipped Health Center.
- Maintenance and cleanliness of infrastructure with in-house systems.
- Supply of electricity power with coupled with generator facility ensured continuous and uninterrupted flow of electricity.
- Well secured fire fighting facilities.
- Complete automation of Library services.
- Computers at laboratories, offices, Library and departments with LAN.
- Reading rooms facilities to alumni and outsiders.

Student Support and Progression

- **For Students**

- All the meritorious students from academic, NSS, cultural, sports and research activities will be felicitated by offering cash prizes, mementos and certificates.
- Sport shoes, kits and other essential articles will be provided to the students which will involve in sports activities.
- Preference will be given in admission to the students who have good performances in social, sports, cultural, NSS, etc.
- The college will organize cultural programme and debate competition in the month of January every year.
- The college will establish Health Centre where first aid and basic medical facilities

will be made available for the students.

- All the students will be insured under Group Insurance Scheme.
- An effort shall be made to start state transport bus students.
- The college will have a Centre for Career Guidance, Placement and Counseling which will provide career guidance and placement facilities to the students.
- The college will organize skill based workshops for interior designing and fashion designing.
- The college will organize welcome ceremony to the fresher's and farewell to the outgoing graduating students.
- Student friendly environment shall be created within the campus to help the students having rural background to build their confidence.

- **for Alumni**
 - Library and reading room facilities will be extended to the alumni.
 - Career guidance and placement services will be provided to the alumni.
 - College ground and Health center facilities will be provided for physical fitness of alumni.
 - Alumni will be invited and participated for social, cultural and academic programmes of the college.

Governance and Leadership

- **Institutional Vision and Leadership**
 - Vision and mission of the institution will be communicated effectively to all stakeholders.
 - The management and employees will work together in progress of the institution.
 - Democratic and transparent organizational structure will be provided to direct access for free flow of ideas.
- **Organizational Arrangement will be made to facilitate**
 - Decentralized administrative mechanism with accountability.
 - Participative functioning of the institution involving all members of the staff.
 - Equitable allocation of responsibilities.
 - Extensive committee structure with clearly defined roles, responsibilities and objectives.

- Efficient Students' Council and Students' Welfare Committee and Women Development Cells' Council having wide representation of students in decision making, execution of policies and developmental aspects of the college.
- Minimal interference by the management in the daily functioning of the college.

- **Strategic Development and Deployment**

Perspective plan shall be formulated collectively having thorough review of the academic programmes and analysis based on feedback and SWOT analysis.

 - **Human Resource Management**

For effective Human Resource Management following steps shall be taken-

 - ◆ Strategic policy/perspective plans and time bound implementation plans for filling in the vacancies with qualified faculty and staff.
 - ◆ Periodical faculty and staff development programmes.
 - ◆ Comprehensive and effective performance appraisal of faculty and staff.
 - ◆ Team building, initiatives and good interpersonal relations.
 - ◆ Conducive work environment.
 - ◆ Liberty for use of innovative ideas and ICT in teaching-learning system.
 - ◆ Various staff welfare schemes.
 - **Financial Management**

For effective Financial Management following steps shall be taken-

 - ◆ Growth oriented budgetary allocation.
 - ◆ Financial freedom within the allocated budget.
 - ◆ Effective internal control, monitoring mechanism and timely statutory audit of the accounts.
 - ◆ Continuous efforts to obtain development grants from funding agencies such as UGC, ICSSR, DBT, DST, University etc.




(Dr. Vijay Darne)
Principal
 Late Dattatraya Pusadkar Arts College
 Nandgaon Peth, Tq. Amrita, Dist. Amravati.



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Nandgaon Peth, Tq. Dist. Amravati - 444 901 (MS)

(Accredited 'B' Grade by NAAC)

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Phone No. : 0721-2100616 E-mail : Ldpam164@sgbau.ac.in Website : www.dpacnandgaon.org

Dr. V. D. Darne
Principal
Mobile : 09420123346

Ref. No. :

Date :

Deployment of the Perspective Plan

A. Academic Plan :

- The celebrate Silver Jubilee year of the college by organizing various academic and cultural activities.
 - One Day ICHR sponsored National Seminar was organized on “Contribution of Women in Indian Independence Movement” on 26-07-2023 on the occasion of “Azadi Ka Amrit Mahotsav”.
 - Lecture was conducted on “*Amhi Bhartache Lok*” (Idea of India) by Mr. Sanjay Awate, Editor, Daily Lokmat, Pune on 20-11-2022.
- To organize International Conference
 - One day Interdisciplinary International e-Conference was organized by department of physical education on “Role of Physical Activities, Health and Fitness in Today’s Crises” on 16-08-2021 in collaboration with Mahatma Jyotiba Fule Mahavidyalaya, Amravati & Narayanrao Rana Mahavidyalaya, Amravati.
- To start PG programme in History and Marathi
 - Proposal was sent to University and State Government for the same.

- To start B.Com. (English Medium) and Diploma in Fashion Designing.
 - Proposal was sent to University and State Government for the same.
- To start need based / career oriented courses
 - The visits were conducted in nearby industrial area to seek their need.
- To promote N-List and National Digital Library of India
 - The college subscribed N-List Consortia of Inflibnet.
- To strengthen ICT equipment for teaching and learning
 - The college has installed LAN and wi-fi facility in the campus.

B. Administrative Plan :

- To upgrade the website
 - The college website was upgraded to inform student academic, cultural, admission related activities.
- To computerize all office works.
 - The office has automated its work including Admission of Students and Student support services using office automation software developed by Scholar Software.
- To organize orientation programme for teaching and non-teaching staff.
 - Computer awareness programme was organized for teaching and non-teaching staff.

C. Research and Extension Plan :

- To start PhD Research Center in all subjects.
 - The college has received reorganization of Research Center for PhD in History, Marathi, Home-Economics and Sociology.
- To conduct workshop on Intellectual Property Rights
 - Workshop on IPR was organized by the college.

D. Student Support and Progression :

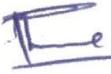
- To organize programme for students welfare
 - The online / offline programme was organized by Career Counseling and Placement Cell.
- To implement Tutor-Ward system
 - Tutor-Ward system is implemented and the students equally distributed to the teachers.
- Students Satisfaction Survey will be conducted and necessary action will be taken.
 - Students Satisfaction Survey (SSS) was conducted annually and action taken report uploaded on college website.
- To conduct Remedial Coaching for advanced learner and slow learner.
 - Remedial Coaching for advanced learner and slow learner.

E. Quality Initiatives in College :

- To become member of Vidwan
 - All the teachers of the college were registered on Vidwan

F. Initiatives for Environmental Consciousness:

- To conduct Green Audit, Energy Audit and Environmental Audit of the Campus.
 - The college campus was audited by external agencies regarding energy, green initiatives and environmental awareness.
- Water Harvesting and Bore Well Recharging
 - Water harvesting on the building was done.


Co-ordinator, IQAC
Late Dattatraya Pusadkar Arts College
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(Dr. Vijay D. Darne)
PRINCIPAL
Late Dattatraya Pusadkar Arts College
Nandgaon Peth, Dist. Amravati.